



2 June 2017

MEMORANDUM CIRCULAR NO. 43

Series of 2017

T O: All Faculty/Staff and Students Concerned

R E: Working Committees for the 2017 Farmers and Fisherfolks' Day

On **August 1 – 11, 2017** we will celebrate our **93rd Founding Anniversary**. One of the highlights is the **Farmers and Fisherfolks' Day** on **August 11, 2017**. For a successful conduct of this event you are hereby designated as Chairpersons, Co-Chairpersons and Members of the different working committees. Furthermore, the Chairpersons are requested to convene their committees to discuss plans and preparations on their assigned tasks.

Your wholehearted support and cooperation is enjoined.

EDGARDO E. TULIN
President

WORKING COMMITTEES
2017 FARMERS AND FISHERFOLKS' DAY

COMMITTEE	Functions
1. STEERING COMMITTEE Chairperson: Dr. Othello B. Capuno Co-Chair: Prof. Efren B. Saz Dr. Jose L. Bacusmo Members: Dr. Victor B. Asio Prof. Manolo B. Loreto, Jr. Dr. Erlinda A. Vazquez Dr. Feliciano G. Sinon Dr. Ma. Juliet C. Ceniza Dr. Rommel B. Armechin Dr. Elvira C. Torres	1. Plan for the smooth implementation of the FFD activities. 2. Oversees the implementation of all activities during the FFD 3. Make funds available for the FFD activities.
2. PROGRAM, INVITATION AND BOOTH RESERVATION Chairperson: ~ Prof. Efren B. Saz Co-Chair: Ms. Adelina O. Carreno Members: Ms. Hannah May P. Cala Ms. Ma. Fatima B. Estrosas Ms. Shirley T. Nayre Ms. Ma. Louella C. Tambis ~ Mr. Jerry B. Posas Mr. Artemio T. Nayre Mr. Ricardo Bornias ~ Mr. Jaime Caballero	1. Prepare the FFD program. 2. Monitor and ensure smooth flow of the program. 3. Invite and confirm farmers' forum speakers. 4. Design tarpaulins to welcome guests and participants. 5. Invite and confirm awardees, guests and participants. 6. Set the guidelines for booth reservation. 7. Prepare IDs, plaques, certificates and tokens
3. REGISTRATION AND RAFFLE DRAW Chairperson: Ms. Maria Verjie Q. Subere Co-Chair: Ms. Crislin B. Cruz (Farmers/Fisherfolk) ~ Ms. Chona A. Brit (Students participation) Ms. Lilia P. Vega (Guests and Visitors/LGUs) Members: Ms. Leonarda A. Maurillo Ms. Roseli-Fatima J. Sosmeña Mr. Alberto N. Banayag Mr. Artemio T. Nayre ~ Mr. Jerry B. Posas Mr. Pepito Solano Mr. Nicasio Lingatong ~ Mr. Jaime Caballero Ms. Emilyn G. Caña Ms. Amor Marie P. Bibera Ms. Evangeline B. Tapayan Student Organizations representatives c/o USSO	1. Registration of participants to the FFD 2. Provide additional information and referrals on inquiries made by participants 3. Manage the raffle draws. 4. Haul tables, chairs and pertinent papers , snacks for FFDday.
4. STUDENT PARTICIPATION Chairperson: ~ Prof. Manolo B. Loreto, Jr. Co-Chair: Ms. Christy T. Tauy Members: College Deans ~ Ms. Chona A. Brit Mr. Junito Panonce Ms Marwen Castañeda Presidents of recognized student organizations	1. Ensure the active participation of students in the various activities 2. See that students involved are properly advised and briefed on their responsibilities; 3. Provide directions to students on assignments and persons to report to.
5. SANITATION MANAGEMENT/TOILET AND GROUND MAINTENANCE Chairperson: Mr. Alfredo G. Dingal Co-Chair: ~ Dr. Jose L. Bacusmo Members: Mr. Mario Baliad ~ Prof. Manolo B. Loreto, Jr. & ROTC Mr. Ruel B. Calipayan Landscaping Personnel Mr. Primo Tumulak Mr. Zandro Israel 6 emergency laborers	1. Ensure the orderliness and cleanliness of the university grounds before, during and after the anniversary celebrations. 2. Provide proper signages to guide the guests and participants where to go.

<p>6. FARM SKILLS COMPETITION/GAMES/DULANG PINOY</p> <p>Chairperson: Dr. Aleli A. Villocino</p> <p>Co-Chair: Prof. Efren B. Saz</p> <p>Members: Dr. Eutiquio E. Sudaria Dr. Feliciano G. Sinon Mr. Andrew Mazo Ricarido C. Nanggan Dr. Julius V. Abela Mr. Teodomero Ratilla MAPEH Majors</p>	<ol style="list-style-type: none"> 1. Prepare/organize games for farmers 2. Maintain the smooth participation all throughout the execution of the games.
<p>7. FARM PRODUCTS CONTEST (“Indigay sa Abot”)</p> <p>Chairperson: Dr. Christina A. Gabrillo</p> <p>Co-Chair: Dr. Rosario A. Salas</p> <p>Members: Prof. Arsenio D. Ramos Ms. Carmela A. Yamada Mr. Eddie Israel Mr. Louis Prado Mr. Fabian Alberio Ms. Ma. Fatima B. Estrosas DecSO and DYDC Staff</p>	<ol style="list-style-type: none"> 1. Set the guidelines and criteria for the Contest 2. Award prizes to deserving contestants
<p>8. BOOTH SPECIAL AWARDS</p> <p>Chairperson: Dr. Editha G. Cagasan</p> <p>Co-Chair: Dr. Dilberto O. Ferraren</p> <p>Members: Prof. Manolo B. Loreto, Jr. Dr. Guiraldo Fernandez, Jr. Mr. Mark Ratilla</p>	<ol style="list-style-type: none"> 1. Set guidelines for the contest. 2. Coordinate with the office of the Extension staff for the availability of funds for prizes and tokens 3. Identify judges. 4. Announce winners and give the awards.
<p>9. SEARCH FOR THE OUTSTANDING FARMER</p> <p>Chairperson: Prof. Efren B. Saz</p> <p>Co-Chair: Ms. Adelina O. Carreno</p> <p>Members: Dr. Milagros C. Bales Prof. Arsenio Ramos Prof. Reny G. Gerona Dr. Humberto Montes, Jr. Dr. Manuel D. Gacutan Mr. Stephen James Chavez Mr. Genaro G. Godoy Ms. Hannah May P. Cala Ms. Ma. Fatima B. Estrosas</p>	<ol style="list-style-type: none"> 1. Accept nominations and perform first round screening. 2. Conduct field inspections and interviews. 3. Determine winners. 4. Prepare citations. 5. Assist in the invitation and billeting of awardees.
<p>10. FIELD LAYOUT, BOOTH CONSTRUCTION & RESTORATION</p> <p>Chairperson: Prof. Manolo B. Loreto, Jr.</p> <p>Chairperson: Prof. Manolo B. Loreto, Jr.</p> <p>Co-Chair: Mr. Remegio Sanico</p> <p>Members: Engr. Florentino Morales, Jr. Mr. Federico Godoy Mr. Dioscoro M. Bolatete, Jr. Mr. Armando Albarico SDMU Personnel</p>	<ol style="list-style-type: none"> 1. Plan and assign respective area for exhibitors 2. Lay-out and construct aesthetically all possible booth. 3. Coordinate with the Office of the Director of Extension for the materials to be used
<p>11. HALL AND STAGE PREPARATION AND RESTORATION (Farmers' Forum at the VSU Gymnasium)</p> <p>Chairperson: Prof. Mario Baliad</p> <p>Co-Chair: Prof. Alfredo G. Dingal</p> <p>Members: Engr. Eutiquio E. Sudaria Mr. Federico Godoy Mr. Renato Roca NCRC and Landscape Laborers</p>	<ol style="list-style-type: none"> 1. Prepare the hall for the farmer's forum 2. Decorate the stage. 3. Restore the Hall after the completion of the activity
<p>12. ACCOMMODATION</p> <p>Chairperson: Ms. Connel D. Antipaso</p> <p>Co-Chair: Ms. Argina Pomida</p> <p>Members: Dr. Vilma M. Patindol Ms. Josefina Larrosa Ms. Jessamine Ecleo Ms. Vilma Olleras VSU Hostel and Guest House Staff</p>	<ol style="list-style-type: none"> 1. Coordinate with the Office of the Director of Extension on the names of persons to be accommodated. 2. Arrange with accommodation facilities available at VSU. 3. Coordinate with the Accommodation Committee for Overall Anniversary celebration.

<p>Dr. Feliciano G. Sinon Dr. Zenaida C. Gonzaga Ms. Hazel Taganas Ms. Lilia P. Vega</p>	
<p>19. ARC CONSTRUCTION Chairperson: Engr. Mario Valenzona Co-Chair: Mr. Allan Salentes Members: Prof. Alan B. Loreto Mr. Remegio Sanico Mr. Misael Cerna PPO Laborers</p>	<ol style="list-style-type: none"> 1. Design and construct the arc. 2. Remove the arc after the event.
<p>20. SECURITY AND TRAFFIC FORCE Chairperson: Engr. Celso Gumaod Co-Chair: Mr. Antonio Bandalan Mr. Jaime Lasquites Mr. Jeremy Caintic Members: Security Force/ ROTC Commandant</p>	<ol style="list-style-type: none"> 1. Prepare a security plan for the event. 2. Ensure the security of guests and participants. 3. Provide VIP parking 4. Coordinate with local authorities.
<p>21. FARMERS' PARADE AND COMPETITION, AND SPORTS CONTEST Chairperson: Dr. Pastor P. Garcia Co-Chair: Mr. Ricarido Nanggan Members: Mr. Raul Abit Engr. Celso Gumaod Mr. Jess Geron IHK MAPE Students (parade and sports Competition, and awarding Ceremony at the Oval Stage)</p>	<ol style="list-style-type: none"> 1. Prepare the parade route 2. Assign marshals. 3. Oversee the smooth flow of the parade 4. Coordinates with registration Committee Chairman regarding Competition and awarding of prizes
<p>22. LIVELIHOOD CARAVAN Chairperson : Ms. Adelina O. Carreno Co-Chairman: Dr. Ivy Emnace Members : Prof. Mario Baliad Ms. Jhoanna Torrenueva Dr. Julie Tan Dr. Karen Luz Teves Mr. Mark Ratilla Ms. Ma. Louella C. Tambis</p>	<ol style="list-style-type: none"> 1. Prepare a plan for the activity. 2. Invite resource persons. 3. Prepare the venue. 4. Manage the activity
<p>23. Cooking and Culinary Contest Chairperson : Dr. Nancy V. Dumaguing Co-Chairman: Mr. Romiel T. Sanico Members : Ms. Jhoanna Torrenueva Dr. Ivy C. Emnace Dr. Karen Luz Y. Teves Ms. Ma. Louella C. Tambis Mr. Randy Omega Ms. Jemima Manggay</p>	<ol style="list-style-type: none"> 1. Prepare a plan for the activity. 2. Invite resource persons. 3. Prepare the venue. 4. Manage the activity
<p>24. FOODS / SNACKS FOR FARMERS Chairperson: Ms. Fe Remedios L. Diaz Co-Chair: Ms. Shirley T. Nayre Members: Ms. Marilou L. Sta. Iglesia Ms. Pauline S. Caintic Ms. Arsenia B. Posas Mr. Prisco Vidal HRTM Students volunteer</p>	<ol style="list-style-type: none"> 1. Prepare snacks for the farmers. 2. Assign volunteers to assist during the distribution of snacks.
<p>25. FIRST AIDE/HEALTH SERVICES Chairman: Dr. Josephine O. Zafico Co-Chair: Dr. Merry Christ'l T. Supnet-Guinocor Ms. Maria Niña Corazon C. Ceniza Members: Infirmary Staff College of Nursing Staff & Students Representatives</p>	<ol style="list-style-type: none"> 1. Prepare needed first aid medicines in case of emergency 2. Attend to patient when necessary 3. Provide standby ambulance